

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF 1		PAGES 18	
2. AMENDMENT/MODIFICATION NO. 1		3. EFFECTIVE DATE 26-Jan-98		4. REQUISITION/PURCHASE NO. N/A		5. PROJECT NO. (IF APPLICABLE)	
6. ISSUED BY: SUPPLY DEPARTMENT INDIAN HEAD DIV, NAVSURFWARREN 101 STRAUSS AVENUE INDIAN HEAD MD 20640-5035 BUYER/SYMBOL: EDNA A. GIGON, CODE 1142K (301)743-6682				7. ADMINISTERED BY (If other than Item 6) CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP CODE)				9A. AMENDMENT OF SOLICITATION NO. N00174-98-R-0010			
				9B. DATED (SEE ITEM 11) 6-Jan-98			
				10A. MODIFICATION OF CONTRACT/ORDER NO.			
CODE		FACILITY CODE		10B. DATED (SEE ITEM 13)			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> THE ABOVE NUMBERED SOLICITATION IS AMENDED AS SET FORTH IN ITEM 14. THE HOUR AND DATE SPECIFIED FOR RECEIPT OF OFFERS <input checked="" type="checkbox"/> IS EXTENDED <input type="checkbox"/> IS NOT EXTENDED.							
OFFER'S MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO THE HOUR AND DATE SPECIFIED IN THE SOLICITATION OR AS AMENDED, BY ONE OF THE FOLLOWING METHODS: (a) BY COMPLETING ITEMS 8 AND 15, AND RETURNING <u>2</u> COPIES OF THE AMENDMENT: (b) BY ACKNOWLEDGING RECEIPT OF THIS AMENDMENT ON EACH COPY OF THE OFFER SUBMITTED; OR (c) BY SEPARATE LETTER OR TELEGRAM WHICH INCLUDES A REFERENCE TO THE SOLICITATION AND AMENDMENT NUMB FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. IF BY VIRTUE OF THIS AMENDMENT YOU DESIRE TO CHANGE AN OFFER ALREADY SUBMITTED, SUCH CHANGE MAY BE MADE BY TELEGRAM OR LETTER, PROVIDED EACH TELEGRAM OR LETTER MAKES REFERENCE TO THE SOLICITATION AND THIS AMENDMENT, AND IS RECEIVED PRIOR TO THE OPENING HOUR AND DATE SPECIFIED.							
12. ACCOUNTING AND APPROPRIATION DAT. (if required) ACR: N/A							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (SUCH AS CHANGES IN PAYING OFFICE, APPROPRIATION DATE, ETC.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor () is not, (X) is required to sign this document and return 002 copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible).							
<p>SEE ATTACHED PAGES FOR REVISIONS, ANSWERS TO QUESTIONS, AND AN EXTENSION TO THE PROPOSAL DUE DATE FOR SOLICITATION N00174-98-R-0010 .</p> <p>THE DUE DATE FOR SOLICITATION N00174-98-R-0010 IS HEREBY EXTENDED TO 13 FEBRUARY 1998 AT 1 P.M.</p>							
EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE DOCUMENT REFERENCED IN ITEM 9A OR 10A, AS HERETOFORE CHANGED, REMAINS UNCHANGED AND IN FULL FORCE AND EFFECT.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY: _____		16C. DATE SIGNED	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET		REFERENCE NO OF DOCUMENT BEING CONTINUED	PAGE
NAME OF OFFEROR OR CONTRACTOR:			

This entire amendment must be signed and returned by all offerors

1. The Zip Code provided for the Contracting Officer under clause G.5 is corrected to read: "20640".
2. If you printed your copy of the solicitation from the internet on 6 January 1998 it may be incomplete. The solicitation was reloaded onto the internet late in the afternoon on 6 January 1998, so if your copy has incomplete sentences ensure that you download the solicitation again.
3. The following changes apply to Section C of the contract:

a) **C.3 Definitions and Notes** : Paragraph 2 entitled "Contractor" is hereby deleted.

b) **C.2 Personnel Qualifications** the following changes apply:

- 1) Communication Manager is hereby deleted.
- 2) Communication Specialist - Six years of experience may be substituted for the degree requirement.

4. The following clauses are hereby incorporated into Section I of solicitation N00174-98-R-0010:

I.93. 52.222-41 Service Contract Act of 1965, as amended (May 1989).

I.94. ~~52.222-42~~ Statement of Equivalent Rates for Federal Hires. (MAY 1988)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

*This Statement is for Information Only:
It is not a Wage Determination*

Employee Class	Monetary Wage - Fringe Benefits
----------------	---------------------------------

[Clerk]	[\$8.79]
[Supply Technician]	[\$9.40]

(End of clause)

5. The following clause is hereby incorporated into Section K of solicitation N00174-98-R-0010 and **must be completed by the offeror**:

52.219-1 SMALL BUSINESS PROGRAM REPRESENTATION (JAN 1997)

(a)(1) The standard industrial classification (SIC) code for this acquisition is [8711].

(2) The small business size standard is [\$20 Million].

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to

furnish a product which it did not itself manufacture, is 500 employees.

(b) Representations. (1) The offeror represents as part of its offer that it ___ is, ___ is not a small business concern.

(2) (Complete only if offeror represented itself as a small business concern in block (b)(1) of this section.) The offeror represents as part of its offer that it ___ is, ___ is not a small disadvantaged business concern.

(3) (Complete only if offeror represented itself as a small business concern in block (b)(1) of this section.) The offeror represents as part of its offer that it [] is, [] is not a women-owned small business concern.

(c) Definitions.

Joint venture, for purposes of a small disadvantaged business (SDB) set-aside or price evaluation preference (as prescribed at 13 CFR 124.321), is a concern that is owned and controlled by one or more socially and economically disadvantaged individuals entering into a joint venture agreement with one or more business concerns and is considered to be affiliated for size purposes with such other concern(s). The combined annual receipts or employees of the concerns entering into the joint venture must meet the applicable size standard corresponding to the SIC code designated for the contract. The majority of the venture's earnings must accrue directly to the socially and economically disadvantaged individuals in the SDB concern(s) in the joint venture. The percentage of the ownership involvement in a joint venture by disadvantaged individuals must be at least 51 percent.

Small business concern, as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

Small disadvantaged business concern, as used in this provision, means a small business concern that (1) is at least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more socially and economically disadvantaged individuals, and (2) has its management and daily business controlled by one or more such individuals. This term also means a small business concern that is at least 51 percent unconditionally owned by an economically disadvantaged Indian tribe or Native Hawaiian Organization, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more of these entities, which has its management and daily business controlled by members of an economically disadvantaged Indian tribe or Native Hawaiian Organization, and which meets the requirements of 13 CFR Part 124.

Woman-owned small business concern, as used in this provision, means a small business concern -

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice. (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small or small disadvantaged business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

(iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

6. Clause 53.216-22 entitled "Indefinite Quantity (OCT 1995) on pages 32 and 33 of the solicitation was not completed by the Government. The last sentence of 52.216-22(d) is hereby revised to now read: "The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 90 days after the period of performance of the basic contract has ended."

7. Clause L.11 is hereby revised to provide further clarification. The evaluation criteria has not changed. Clause L.11 is hereby replaced and revised to read as follows:

L.11 SECTION L PROPOSAL REQUIREMENTS (APR 1997) (NSWCIHD)

THE OFFEROR SHALL PROVIDE THE FOLLOWING INFORMATION:

GENERAL: Each offeror must submit an offer/proposal and other written information in strict accordance with these instructions. When evaluating an offeror the Government will consider how well the offeror complied with both the letter and spirit of these instructions. The government will consider any failure on the part of the offeror to comply with both the letter and the spirit of these instructions to be an indication of the type of conduct it can expect during contract performance. Therefore, the Government encourages offerors to contact the contracting officer by telephone, facsimile transmission, e-mail, or mail in order to request an explanation of any aspect of these instructions.

The offer/proposal, capability information, past performance information, and cost/price information shall be submitted in **separate volumes, for a total of 4 Separate Volumes with copies.** The capability/past

performance information shall **not** contain any cost/price information. The offeror shall submit the following:

VOLUME I:

Two (2) completed and signed solicitation packages which shall constitute the offer/proposal (This includes the entire RFP and any Amendments). Contractor shall complete the provided RFP and shall **not** submit re-typed versions of the RFP. Contractor shall fill-in CLIN pricing.

VOLUME II:

Five (5) copies of the requested capability information.
20 page limitation, excluding Resume(s), Letters of intent, and Resource Matrix.
Each Resume(s) is subject to a two (2) page limitation.
Resource Matrix 3 page limitation (fold-outs allowed).
Each Letter of Intent is limited to two (2) page.

VOLUME III:

Two (2) copies of the requested past performance information
4 page limitation, excluding the 5 Reference Data Sheets.

VOLUME IV:

Two (2) copies of the requested cost/price information
No page limitation.

Note: The following restrictions apply to Volumes II and III: All pages shall be single-sided, minimum font = 12 (i.e. Microsoft Word Font 12 - Times New Roman, Courier New, and similar styles are acceptable), contractor format acceptable. **Pages shall be numbered and any excess pages treated as though not submitted and not evaluated.** Cover letters which are only necessary when taking exceptions, are included in page limitations. Indexes and Tabs are not included in page limitations. Diagrams and graphics are allowed but they are subject to the font limitation and page limitations. Executive Summaries are not required and will, if provided, be included in page limitations.

OFFERORS SHALL ADDRESS THE FOLLOWING FACTORS: (Listed in order of importance)

A. OFFER/PROPOSAL

The RFP includes the potential contract consisting of: 1)SF 33 with blocks 12 through 18 completed by the offeror; 2)Section B with **CLIN prices or costs and fees inserted by the offeror**; 3)Section K completed by the offeror; 4) Consent and agreement to all clauses applicable to each section, the clauses with fill-ins completed by the offeror; and 5)Sections A through M of the uniform contract format and any Amendments.

These items constitute the offeror's assent to the terms of the RFP and the offeror's proposed prices or estimated cost and fee. For a proposal to be "acceptable" it must manifest the offeror's unconditional assent to the terms of the contract in the RFP. **To manifest unconditional assent the entire completed RFP must be returned to the Government.** Reformatted or re-typed versions of the RFP are **not** acceptable.

Note: The Government intends to award without discussions therefore any exception to the terms contained in the contract in the RFP will render that proposal "unacceptable" if such exception(s) would require discussions to render the proposal acceptable.

B. OFFEROR CAPABILITY (VOLUME II AND III INFORMATION)

Offerors must submit the following information to the government with their offers/proposals. This information will not constitute a part of the RFP but is information to assist in determining an offeror's capability to perform the requirement. It will not become part of any contract resulting from this RFP, unless the government and offeror agree to make it a part of an offer through discussions. Volume II consists of subfactors B.1., B.2, and B.3 listed below.

Offeror Capability shall be evaluated on the following subfactors. The following subfactors are listed in order of importance unless otherwise noted (past performance while a capability subfactor is rated separately and not subject to this order of importance) .

(EXPERIENCE SPECIFIC TO NAVSEA PROGRAMS IS PREFERRED):**B.1. Program Manager Resume and Resource Matrix (VOLUME II INFORMATION)**

i) Offeror shall provide a resume for the proposed program manager which shall include a history of related experience, education and employment that addresses the personnel qualifications listed in the RFP. It is highly desirable that the proposed program manager be currently employed by the offeror and shall be the person that will be assigned to this contract should the offeror receive award. If the resume submitted is for a contingent hire, a letter of intent shall be submitted (with the proposal) and signed by the prospective person.

ii) Offeror shall provide a resource matrix **containing only those proposed personnel currently employed by the offeror, or teamed subcontractors at the time of proposal submission.** It shall address how the proposed personnel meet the minimum requirements listed under the Personnel Qualifications clause in Section C, and indicate the years with the offeror (or subcontractor) as well as indicate their field expertise and total years of experience in this field of expertise.

The categories of personnel, meeting the qualifications of the RFP, to be addressed in the Resource Matrix are:

- *Program Manager(Key)
- *Senior Logistician(Key)
- *Logistician
- Junior Logistician
- *Supply Analyst
- Junior Supply Analyst
- *Senior Logistics Applications Analyst(Key)
- Logistics Applications Analyst
- *Senior Communications Specialist
- *Communications Specialist
- Supply Technician
- Clerk

For the above categories marked with an "*" SPECIFIC EXAMPLES OF CURRENT EXPERIENCE - WITHIN THE PAST THREE YEARS MUST BE PROVIDED.

Note: A letter of intent must be submitted for any Key Personnel not identified on the Resource Matrix. The letter of intent shall include the appropriate information to ensure the Personnel Qualifications in Section C are met along with specific examples of current experience - within the past three years.

B.2. Offeror Experience (VOLUME II INFORMATION)

Demonstrate successful recent (within the last seven (7) years) comprehensive corporate experience in handling comparable complex effort for NAVY (preferably NAVSEA), inclusive of a narrative describing tasks performed, resources employed, complexity, and if present management staff were involved or if any operational problems were encountered. The offeror's

proposal shall include specific demonstration of experience in the following areas:

i) Fleet Outfitting Program Assistance:

Performing reviews and providing support for Fleet Outfitting and initial support programs including coordination with Logistics Centers.

Providing review, analysis and documentation support to assist in identification of equipment and material requirements for operational ships and ships in construction or maintenance availability (such as **HIVAL, Push/Pull and MII**).

Performing QA on Program Support Data (PSD) and acting in an advisory capacity to HSC Program Offices, accumulating data points, analyzing results and recommending process changes.

ii) Fleet Management Support and Coordination:

Providing management support and coordination in top level planning, design and execution of OPN/SCN/WPN/O&M,N and initial outfitting systems, programs, and procedures to include: program assessments and process improvements, program objectives memorandum expertise, program management system tracking and metrics, and matrix organization contacts, facilitation and coordination in support of developing and maintaining optimal outfitting delivery systems.

Providing general management assistance for daily functions and meetings in support of **OPN/SCN/WPN** outfitting and interim programs such as responses and follow up to audits, Inspector General (IG) inspections reports and data calls.

Performing and providing research, liaison among activities and personnel and development of recommended courses of action and program management/tracking systems for OPN/SCN outfitting and interim programs.

Preparing draft Outfitting and Initial Budgets, to include assistance with implementation of higher echelon guidance

iii) Fleet Supply and Logistics Management Systems:

Conducting studies of automated tools and applications such as **ACTS, BPS, PARTS, ROMIS-MMS, WIMIS, and ICAPS** and providing recommendations for augmenting/enhancing existing applications.

Providing management assistance utilizing the telecommunications tools of **NEWNET** and World Wide Web, along with **LAN/WAN** support.

iv) Fleet Engineering and Logistics Support:

Experience in developing and implementing **ILO** policy and procedures.

Verification of allowance documentation (**APLs/AELs**), and development of Preliminary Allowance Lists (**PALs**) using **ICAPS** if **APLs/AELs** are not available.

Requirement for validating information contained on allowance documents and **MILSTRIP** documents is consistent with supply technical data (such as **MCC, ANC**).

Procedures to validate registration of allowance documentation to applicable hulls, and corrective actions if allowances are not properly registered.

Processing of standard requisitions for both in-service and new construction hulls.

Validation of requisitions to ensure: authorized users; proper requisition quantities, including procedures to resolve quantity discrepancies identified; and determine order of requisition processing.

Processing procedures for the Navy's Material Return Program (MRP) and Residual Material Management Program.

v) Fleet Analytical and Technical Support:

Reviewing Navy and Fleet policy and procedures documentation and developing recommendations for new or revised policy and procedures in the following areas:

Outfitting Programs (such as **PAFOS**)

Systems Documentation (such as **ACTS, ROMIS, PARTS, BPS ICAPS**)

Initial Programs (such as **Push/Pull, MII, ISS, Staging Facilities**)

Total Asset Visibility Programs such as **SOM/GOM/TAV**

Residual Programs (such as **SCRAMP/TARP/TRMS/RMMS/SUBRATS and SUPER**)

B.3. Management Plan (VOLUME II INFORMATION)

i.) Corporate Structure and Functioning Relationships

Offeror shall address management communication lines; the methods of maintaining close liaison with the Contracting Officer's Representative (COR) and program office; methods of both overall supervision and immediate supervision at the work sites; authority of off-site managers; priority of this requirement within offeror's organization; availability and numbers of clerical/administrative personnel that are part of the offeror's G&A/overhead (not directly chargeable) to support assigned tasks. Offeror describes a start-up plan to be fully operational and responsive to the Navy within 30 days of contract award.

ii.) Subcontractor Management

Offeror shall demonstrate how each subcontractor will be integrated into the overall management approach; method and allocation of subcontractor resources for performing the tasks in the statement of work; and description of previous relationships, if any, between the proposed team.

iii.) Reporting, Quality, and Cost Control

Offeror shall submit details of the reporting system available for monitoring qualitative and quantitative aspects of contract performance including financial monitoring and reporting; presentation of the plan for controlling costs and ensuring quality deliverables.

iv.) Automated Technical Analysis Tools

Brief description of ownership or access to computer software/programs/equipment that will be available for deployment in the performance of tasks under this contract; e.g. MS Office, LOTUS cc:Mail, DBASE, Clipper, Delphia and Oracle. **Address Office/Facilities per Section C.5.1 of the Statement of Work.**

B.4. Past Performance (VOLUME III INFORMATION)

(Past Performance has its own level of importance in the source selection process. See Section M - Evaluation Factors for Award)

i.) The offeror shall describe its past performance on directly related NAVSEA or Navy contracts and subcontracts it has held within the last seven years and all contracts and subcontracts currently in progress which are of similar scope, magnitude, and complexity to that which is detailed in this RFP. Offerors who describe similar contracts and subcontracts shall provide a detailed explanation demonstrating the similarity of these contracts to the requirements of this RFP. The information shall include a description of the contractor's management of the past contracts which provided for timely response to the customer's needs. This information is limited to four (4) pages.

ii.) The offeror shall submit past performance information which supports the past performance descriptions required by the above paragraph. Submission of this past performance

information shall be considered the offerors agreement to permit the government's representatives to contract the customers listed and inquire as to the past performance of the offeror. This formation shall be provided in the format of reference data sheets. The offeror shall provide **only five (5)** reference data sheets containing the following information regarding its past performance as relates to the requirements of this RFP:

- (1) Contract number(s)
- (2) Name of agency/company who contract was with
- (3) Point of contact and telephone number of the Contracting Officer and the Contracting Officer's Representative (ensure current information)
- (4) Dollar value of the contract
- (5) Detailed description of work performed.
- (6) Clear statements describing whether the contract services were completed on time, with a quality product conforming to the contract, without any degradation in performance or customer satisfaction.
- (7) The number, type, and severity of quality, service or cost problems in performing the contract, the corrective action taken, if any, and the effectiveness of the corrective action.

iii.) The offeror must provide the information above for past performance evaluation or affirmatively state that it possesses no relevant directly related or similar past performance. An offeror failing to provide the past performance information or to assert that it has no relevant directly rated or similar past performance may be considered ineligible for award.

3. COST/PRICE (VOLUME IV INFORMATION - INCLUDES CLAUSE L.10 INFORMATION)

The cost/price proposal shall include a complete cost breakdown with all supporting information stating the basis for the amount of each cost element, in accordance with Public Law 87-653. Each offeror shall fully explain the basis for the amount of each cost element and how the amount was developed providing complete justification for use in determining the proposed costs fair and reasonable.

The cost/price proposal shall include information regarding the general financial condition of the offeror and specific plans for financing the proposed contract, including the latest available financial statements. The Government does not intend to provide any financial assistance.

If the offeror is currently being audited or has been audited in the past by the Defense Contract Audit Agency (DCAA), the offeror shall furnish the name and location and point of contact of the assigned DCAA office as part of the cost/price proposal.

8. Amendment Questions and Answers (The Acceptance Period for Questions Closed on 21 January 1998 in accordance with the solicitation):

Q1. It is requested that Supply Department Indian Head Division, NAVSURWARCEN, provide access to a documentation resource room that contains requirements documentation and sample product deliverables for each of the required technical areas: outfitting program assistance, management support and coordination, supply and logistics management systems, engineering and logistics support, and analytical and technical support. Without access to this information, the statement of work is structured to favor the incumbent.

A1. The Statement of Work is not structured to favor the incumbent. The incumbent is a large business and is therefore ineligible for direct award, since this contract has been set-aside for small businesses.

The Navy does not have the spare resources required to furnish a documentation resource room that contains requirements documentation and sample product deliverables for each of the required technical areas. The costs associated with such an effort are prohibitive. However, interested parties may submit requests for specific documentation under the Freedom of Information Act. The following information is provided for FOIA requests: Incumbent - Information Network Systems Inc., Contract - N00174-96-D-0017, FOIA POC - Pat Dawson (301)743-6667, fax (301)743-4187.

Q2. Specify the range of management, information systems, engineering, and logistics programs by title/name or acronym for which reviews will be required under SOW paragraph C.3.1.1. Specify the range of documentation by title/name or major documentation category for which reviews will be required under SOW paragraph C.3.2.

Provide a list by title/name or acronym of the supply and logistics management systems that NAVSEALOGCENDETLANT anticipates will require studies and assessments of automated tools and applications or the existing applications that are known to required augmentations/enhancements under SOW paragraph C.3.3.

Specify the range of programs by title/name or acronym which will require technical logistics analyses, engineering, and logistics support under SOW paragraph C.3.4 in addition to the Interactive Computer Aided Provisioning System (ICAPS).

A2. The Statement of Work was intended to be generic and specifics will be provided under individual delivery orders.

Q3. Clarify the intent of SOW paragraph C.7.0 with regard to whether or not the offeror must maintain any contractor sites in locations other than the location specified in SOW paragraph 5.1.

A3. Offerors will be required to maintain a contractor site as specified in the SOW, paragraph 5.1. As individual requirements arise, future delivery orders may require additional contractor sites. It is anticipated that contractor sites may also be required in Mechanicsburg, PA and San Diego, CA.

Q4. Delete the last sentence in paragraph b under Senior Logistics Applications Analyst, which defines the minimum experience requirements of the labor category. This sentence is too restrictive as written.

A4. Labor category stands as written.

Q5. - Based on the wording of paragraph C.3.2, with Government approval, up to 50 percent of the work under the contract could be performed by someone other than the contractor (i.e. the prime contractor and any teamed subcontractors with whom the prime contractor has entered into firm commitments prior to award or any additional entities incorporated by mutual agreement subsequent to the award). The wording of the paragraph needs to be clarified with regard to the Government's intent.

A5. Paragraph C.3.2. entitled "Contractor", on page 18 under **C.3 Definitions and Notes**, is hereby deleted since it is in conflict with FAR clause 52.219-14 "Limitations on Subcontracting (DEC 1996). Clause 52.219-14 cites: (b) By submission of an offer and execution of a contract, the Offeror/Contractor agrees that in performance of the contract in the case of a contract for - (1) Services (except construction).

At least 50 percent of the cost of the contract performance incurred for personnel shall be expended for employees of the concern.”

Q6. Clarify the intent of paragraph G.8 . Is it the Government’s intent to award multiple contracts under this solicitation?

A6. Multiple awards are a possibility under this contract. This determination cannot be made without completion of the entire source selection process.

Q7. The last sentence in paragraph G.8 is too open-ended. It allows the Government the ability to circumvent competition following contract award, in favor one awardee (possibly the incumbent) and without regard to the qualifications of the other awardees. This sentence needs to be clarified to allow for competition among a minimum of two or three awardees for all individual orders after contract award. Emphasis should be placed on the ability of the awardees to respond to the individual orders in a timely fashion rather than excluding all awardees except one from being able to respond at all.

A7. This clause stands as written.

Q8. - Please clarify how many volumes are required. It appears as though there a four: Volume I, Offer/Proposal (entire RFP and any Amendments); Volume II, Capability Information (20 Pages); Volume III, Past Performance (5 reference data sheets with no page limitations); Volume IV, Cost/Price (should price data be excluded from Volume I?)

- Past Performance: Is Volume III limited to 5 single Reference Data Sheets or is there additional text allowed within the Past Performance section, I.e., should information in Section B.4. (I) and (ii) be addressed as separate text or be included in the Reference Data Sheets as part of iii(5), “Detailed description of work performed.”?

- Past Performance: If the offeror has more than five (5) examples of past performance are they limited to describe only five, per paragraph iii, or may more than 5 past performance examples be used?

A8. A total of four (4) separate volumes is required. See revised clause L.11 in this amendment.

Q9. Is a cover letter required along with an index for each volume? If so do they count against the page requirement? Is an Executive Summary allowable?

A9. See revised clause L.11. Cover letter is not required unless the offeror is taking exception to a term or condition of the contract (included in page limitation).

Please remember as noted in the solicitation: The Government intends to award without discussions therefore any exception to the terms contained in the contract in the RFP will render that proposal “unacceptable” if such exception(s) would require discussions to render the proposal acceptable.

Q10. Explain the purpose and use of Attachment (2), Wage Determinations. Nothing is mentioned about this attachment in the RFP. RFP does not include the clauses 52.222-41 Service Contract Act of 1965 May 1989, 52.222-42 Statement of Equivalent Rates for Federal Hires, and 52.222-43 Fair Labor Standards Act and Service Contract Act - price Adjustment (Multiple Year and Option Contracts). Please clarify if this RFP is subject to the Services Contract Act and if so, please incorporate these clauses into the solicitation. Solicitation does not provide a cross-matrix of solicitation labor categories and the wage-determined labor categories.

A10. Yes the Service Contract Act applies. The appropriate clauses are incorporated in this amendment.

Q11. In the Capability Volume the requirements of the RFP require past performance with no requirement for understanding, approach or innovation. Is it the intent of the Navy to award strictly on past performance?

A11. This is a best value procurement for which the source selection criteria have been clearly identified. Past Performance is just one of the evaluation criteria.

Q12. No labor hours have been allocated for the Communication Manager but is listed on page 16. Is the Communication Manager required?

A12. The resume information for Communications Manager is hereby deleted. This position is not requested/required.

Q13. The only resume clearly required by the RFP is that for the Program Manager. On Page 25, paragraph H.7 refers to "those key persons for whom resumes were submitted". On page 49, paragraph L.9 states requirements for "each resume required to be submitted...". These statements infer a requirement for additional resumes to be submitted. Please clarify the proposed personnel for whom resumes are required to be submitted. If additional resumes other than for the Program Manager are required, are there page limitations for each and will they be excluded from the Offerors Capability section page count?

A13. The referenced clauses contain standardized language. The only required resume is for the Program Manager.

Q14. Offeror Capability. Section C.5.1 on page 10 refers to Office/Facilities. Is this to be added as a subsection of the Management Plan?

A14. See revised clause L.11.

Q15. Offeror Capability. Page 52 will letters of intent be included as part of the 20 page limitation or considered additional similar to the PM resume?

A15. See revised clause L.11.

Q16. Is there a limit either on use of graphics and font size for the other volumes of the offer? Page 51, Section B - Is text contained in tables, graphics and figures exempt from the 12 point font limit, as is customary? Does the font size limitation apply to foldout pages, charts, figures, graphics, and items not included in the page count (such as the resource matrix)?

A16. See revised clause L.11.

Q17. Offeror Experience, paragraph B.2 page 52 requires discussion of "complex efforts for NAVSEA". Past Performance page 53 paragraph B.4 subparagraph I. Discusses past performance on "directly related NAVSEA or Navy contracts". Position Descriptions discuss qualifications in terms of "Navy supply and logistics systems". In Offeror Experience page 51 it states in bold italics "experience specific to NAVSEA Programs is preferred". It is requested that the Offeror Experience context be broadened to include

“Navy” support efforts as well as “NAVSEA” efforts to maintain consistency among the multiple evaluation areas, recognizing the preference for the more restrictive NAVSEA experience.

A17. Note change to Section B.2 Offeror Experience, under revised clause L.11.

Q18. Resource Matrix. Can the Resource Matrix consist of multiple fold-out pages? Does the term “Field of Expertise” refer to the labor category, sections listed in Offeror Experience, or other? Please clarify. Should the Resource Matrix include Labor Category requirements? Does experience within the last 3 years refer to Labor Category or Statement of Work requirements?

A18. Resource Matrix is limited to 3 pages which can be fold-outs. Field of Expertise - refers to the labor category as relates to the statement of work.. The Resource Matrix should address personnel labor categories and their experience as relates to the statement of work. Experience in the last 3 years as relates to the labor category and requirements of the statement of work.. See revised L.11.

Q19. Are Representations and Certifications required for proposed subcontractors as well as the Prime Contractor?

A19. The provided Reqs and Certs are to be completed by the Prime Contractor and all Teamed Subcontractors.

Q20. Reference Section B, paragraph B. Description of Supplies or Services specifies a requirement for ODCs that include Travel and Per Diem. Does the government have an estimate on the amount of travel that is required in support of this contract?

A20. The government’s estimate for Travel and Per Diem is \$150,000 per year. The government’s estimate for Other Direct Costs (excluding travel/per diem) is \$60,000 per year. Offeror’s Cost Proposal shall indicate any specific burdens which may be applied.

Q21. Reference Section B paragraph B. Description of Supplies or Services specifies a requirement for ODCs that includes Travel and Per Diem in accordance with the statement of work. The statement of work does not specify travel requirement. Does the government plan on identifying this requirement in an amendment?

A21. No. Specific travel requirements will be identified in the statements of work for each individual delivery order issued.

Q22. Reference Section B, paragraph B.1(j), page 7. This paragraph identifies a requirement for the contractor to provide man-hours in excess of the total man-hours specified. Is the contractor required to factor this cost in the cost proposal?

A22. This paragraph does not require the contractor to provide man-hours in excess of the total man-hours specified. The contractor is **not** required to factor this cost into the cost proposal.

Q23. Reference Section C, paragraph 1(I), page 3.0 required services and 3.1 - 3.5 appear to reflect basic or generic logistical responsibility. This responsibility is similar to logistical support for DoD wide systems. However, Section L, paragraph b specifies NAVSEA Program experience is preferred. Small business may not have NAVSEA or Navy specific logistical experience.

A23. The Small Business Administration has advised the Navy that there are sufficient small businesses who possess NAVSEA or NAVY specific experience to satisfy this requirement.

Q24. Reference Section D, paragraph D2. This paragraph specifies classified report requirements. What level of classification is required for personnel? What facility clearance is required? Will government provide a copy of DD 254 specifying security requirements in an amendment?

Page 37, Section J - List of Attachments - should a DD Form 254, Contract Security Classification Specification, have been included as an attachment to the solicitation?

A24. This clause does not specify a classified requirement, it explains how to prepare for shipment unclassified and classified information. No access to classified data is required at this time. If required by a Delivery Order the contract will be modified to include a DD Form 254.

Q25. Reference Section L paragraph b specifies NAVSEA Program experience is preferred. Reference FAR subparagraph 15, Will small businesses be able to substitute personnel experience as offeror experience.

A25. The government will not permit the substitution of personnel experience as offeror experience. Reference Section M. B.4 Offeror Capability - "The government will not attribute to an offeror the individual past performance of the offeror's current or prospective employees."

Q26. Reference Section L paragraph B.2i)v) specifies Fleet experience is preferred. Small business may not have Fleet specific logistical experience. Can equivalent Service (DoD, Army, Air Force, Commercial, etc.) be used?

Reference Section L paragraph B.2iii)v) specifies Navy specific system experience is preferred. Small business may not have Navy specific system logistical experience. Can equivalent Service (DoD, Army, Air Force, Commercial, etc.) system be used?

Reference Section L paragraph B.4 specifies NAVSEA or Navy contract experience for past performance. Small business may not have NAVSEA or NAVY specific contract experience. Can equivalent Service (DoD, Army, Air Force, Commercial, etc.) contract specific personnel experience be used as substitute?

A26. Navy specific system experience is required. The Small Business Administration has advised the Navy that there are sufficient small businesses available which possess the Navy system experience as stated for this requirement. The requirements have been determined to be necessary.

Q27. Why must the program manager have 20 years of experience? Is there reasoning behind that figure or is it arbitrary?

A27. The requirement stands as written.

Q28. Page 5, Section B.1(b) - Please define "uncompensated effort." If a contractor has a standard work week of over 40 hours, and those hours in excess of 40 hours are compensated at the regular hourly rate, does this constitute uncompensated effort as defined in this RFP?

A28. No.

Q29. Page 7, Section B1.(j) - Estimated yearly hours appear to be predicated upon an eight hour day (1,870 hours per man-year). Is the intent of this to discourage offerors from bidding in excess of a 40 hour work week?

A29. The only intention is to provide the government's estimate of the required labor hours required to satisfy this requirement. This RFP assumes a 40 hour work week.

Q30. Page 51, Section B.1.ii - The resource matrix appears to be the only place where offerors must demonstrate their personnel compliance with:

- (1) the detailed personnel qualifications listed on pp. 13-17 of the RFP; and
- (2) the requirement for specific experience within the past three years in those personnel qualifications.

However, it appears the resource matrix is only required to contain "years with the offeror (or subcontractor) as well as indicate their field of expertise and total years of experience in this field of expertise, the educational degree and the discipline of the degree, if applicable."

How does the government intend to verify offeror personnel compliance with the specific, current experience requirements in the personnel qualifications, if the resource matrix does not require this information?

A30. See revised clause L.11.

Q31. Page 51, Section B.1.ii - How many personnel in each labor category are required to be cited in the resource matrix?

A31. It is a responsibility of each Contractor to determine the number of personnel they should propose to satisfy the labor requirements.

Q32. Paragraph B.4 discusses past performance requirements. Please clarify the requirements of paragraphs B.4.i.), B.4.ii.), and B.4.iii.). These paragraphs cite requirements which relate but seem to be separate and distinct. How do the reference data sheets in paragraph B.4.iii.) relate to the requirements of paragraph B.4.i.)? Are the detailed descriptions of work performed different from the descriptions of work performed under the requirements of paragraph B.4.i.)? What past performance information is needed to satisfy the requirements of paragraph B.4.ii.)? Are these requirements different from those of paragraph B.4.iii.)? These requirements must be clarified to permit an effective response to the solicitation requirements.

A32. See revised clause L.11. This subfactor requirements the contractor to submit a written narrative to describe past performance on similar contracts/subcontracts - limited to 4 pages and 5 individual reference data sheets containing specified information. The reference data sheets will be used to conduct past performance surveys.

Q33. Is the cross-reference list required by paragraph C.2.(a) in the Statement of Work, excluded from the twenty page limit for the Offeror Capability Volume identified in paragraph L.11.B?

A33. This cross-reference list is only required “if the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror’s proposal identifying the difference.” This is a standardized clause. This type of information could, if necessary, be identified on the Resource Matrix which would exclude it from the twenty page limit.

Q34. In addition to the overall experience requirements for the labor category, the following labor categories specify more stringent experience requirements (e.g., three of the past five years in specified areas): senior logistician, logistician, supply analyst, communications manager, and senior communications specialist. These more stringent experience requirements favor the incumbent and should be moderated or deleted from the solicitation. For example, if three years of experience is essential in a designated area then experience in the area should not be restricted only to the past five years.

A34. Labor categories stand as written.

Q35. Practical experience, which may be substituted for a degree requirement for the junior logistician and junior supply analyst labor categories, is defined as six years experience. This requirement seems excessive given that the labor categories only require one year of experience with a degree. Please review these practical experience requirements and reduce them, as required.

A35. Labor qualifications stand as written.

Q36. Please specify the number of years practical experience which may be substituted for the degree requirement for the communications specialist labor category.

A36. Six years of experience may be substituted for the degree requirement for communication specialist labor category.

Q37. Five years of experience is required for a supply technician. This seems excessive, particularly when considering the use of bar coding and scanning equipment. Please review this experience requirement and reduce it, as required.

A37. Labor category stands as written.

Q38. Past Performance section requires offeror to provide five (5) reference data sheets. Are subcontractors reference sheets included within this count?

A38. Past performance information is requested on Prime Contractor only.

Q39. Resume requirement in the cost proposal, requires for “each resume” to provide estimated annual salary, total estimated annual hours and total estimated hours to be worked under the contract. Under section L.11.B.1, pages 51, only the proposed program manager resume is required, the remaining personnel are listed in a Resource Matrix. Should the personnel listed in the Resource Matrix be included in the cost proposal section for the estimated annual salary, total estimated annual hours and total estimated hours to be worked under the contract?

A39. Yes.

Q40. Page 52, M.3.B. Under the description section of the synopsis for the RFP, it states the award “shall be based on Best value” which places more emphasis on Past performance and promotes best value rather than simply low cost in the selecting sources for supplies and services. On page 58, evaluation factors for award, the program manager’s resume is the highest factor while past performance is rate last. These appear to be in contrast to the best value clause. Is past performance or the program manager’s resume the most heavily weighted factor for evaluation.

A.40. The synopsis stated that the best value determination would be based on three factors 1) Offer Acceptability, 2) Offeror Capability (which includes past performance) and 3) Cost/Price. There is no contradiction. On page 51 it states that “The following subfactors are listed in order of importance unless otherwise noted.” On page 53, B.4 it states that “Past Performance has its own level of importance in the source selection process.” Past Performance is separately rated.

Q41. Page 52, L.11.B.1.ii. States that the labor categories marked with an * require that “specific examples of current experience within the past three years must be provided.” Is the intent for the Contractor to provided resumes for the key labor categories? Is this information to be provided within the 20 page limit, or is it excluded like the Program Manager’s resume?

A41. It is the intent for the contractor to submit a resume for the Program Manager only. The remaining information pertains to key personnel, which should be submitted on the Resource Matrix.

Q42. Page 14, Section C.2.(b) Personnel Qualifications (Minimum) (May 1997)

Does this clause allow the bidding of personnel not currently employed by the bidder or do all personnel not currently employed by the bidder have to be current employees of the bidders? Page 51, Section L.11.B.B1, states that the personnel (for the Matrix) must be currently employed by the offeror and teamed subcontractors at the time of submission. There appears to be an inconsistency between these two clauses. Please resolve.

A42. Personnel not currently employed by the offeror or teaming subcontractors can be proposed. Personnel cannot be included on the Resource Matrix unless they are currently employees of the offeror or teaming subcontractors. Note that any Key Personnel that are being proposed but are not listed on the Resource Matrix must provide a letter of intent in Volume II (excluded from the 20 page limitation).

Q43. Is the Government estimating that a work year is based on 1870 hours? How is this number derived?

A43. 1870 is considered to be the average hours worked in a year by an employee.

Q44. What is the Government’s intent in leaving the percent values blank in Section B, subparagraph 2(b)?

A44. To be filled-in upon contract award.

Q45. The solicitation does not include an anticipated award or contract start date. Please indicate an anticipated contract start date for pricing purposes.

A46. Anticipated start date is 1 April 1998.

Q47. The RFP indicates that support services shall be performed at the contractor facility, at various contractor sites and U.S. Naval Facilities. Can the Government indicate what percent of the effort will be performed at both Government and Contractor facilities?

A47. Over the course of the current contract, approximately 90% of the effort has been performed at contractor facilities. The remaining effort was performed at Naval facilities. This is an estimate only, based on historical data, and is subject to change based on future workload requirements.

Q48. Section M.3.3, page 56. From the first table in this section, it appears that the LOCAR algorithm is as follows: A past performance rating of "Neutral" or "Good" subtracts 0.1 from the offeror's technical score; a rating of "Excellent" adds .15 to the offeror's technical score; and a rating of "Poor" subtracts .2 from an offeror's technical score. Is this correct? If not, please clarify the algorithm.

Page 56, Section M.3.3. States that the Government's level of confidence rating is subjective. In the example provided in the solicitation it is not clear how number values are assigned for the past performance? Since the LOCAR is Past Performance plus (+) Subfactors Score, are both values subjectively assigned? For instance, in the example, Offeror A has a Neutral rating for Past Performance, yet the equation indicates the Neutral equals a negative 0.1 value. Is there a range of values for each descriptive?

A48. The above assumptions are not correct. All ratings are subjective values.

Q49. Section M.3.3, page 56. From the second table in this section, it appears that the price/expected value trade-off assesses the incremental "value" per dollar of price. In the example, the "winner" provides $\$28\text{M}/95 = \294k "cost" per value point, which is lower than any other offeror. Is this the manner in which the Government intends to determine the winner or winners? If not, please clarify the algorithm.

A49. No. There is no preset algorithm. The winner is determined by a purely subjective best value judgment.

9. The **closing date** for solicitation N00174-98-0010 has been extended by this amendment to **13 February 1998, 1p.m..** Any solicitations received after this date and time shall NOT be considered for award. The address to which the solicitation shall be delivered remains unchanged. Ensure that you mail it to the attention of : Edna A. Gigon, Code 1142K.